

**MINUTES OF THE MEETING OF THE HILLTOWN TOWNSHIP
WATER AND SEWER AUTHORITY OF SEPTEMBER 9, 2015**

The September 9, 2015 meeting of the Hilltown Township Water and Sewer Authority was called to order at 7:30 P.M. by Chairman Bruce Knipe. Members in attendance included John Rankin, Keith Weiss, and Melvin Wright. Staff members in attendance included Gary Weaver of Castle Valley Engineering, the Authority's Engineer; Jack D. Wuerstle, Esquire, the Authority Solicitor; and James Groff, the Authority Manager.

Following the formal Roll Call and the Pledge of Allegiance to the Flag, the Chairman asked for action on the minutes from the August meeting. Mr. Weiss made a motion to approve the minutes; Mr. Wright seconded. The motion carried 4-0. There was no public comment or confirmed appointments. There were no visitors.

Chairman Knipe thereafter called upon the Authority Manager for the monthly Staff Report. As to the water system, Mr. Groff reported that Wells #1 and #2 experienced normal operations for the month with a combined pumping of 10.4 million gallons (or 65% of capacity allocated by the Delaware River Basin Commission). Water meter replacement has now been completed along Diamond Street and through Berry Brow. Two (2) hydrants were damaged by vehicles this month.

As to the sewer system, Mr. Groff reported normal operations for the month at both treatment plants. The purchase of initial 25 EDUs from PWTA was included on the bill's list. As to the proposed accessory building at the Highland Park property, permeability testing is complete and the E&S Permit application has been submitted. Once E&S is approved, the Building Permit Application will be submitted. As to Berry Brow, the Authority will conduct an energy curtailment exercise on 9/16/15, whereby the system will run on generator for an hour. These exercises are encouraged and supported by the energy provider, and typically produce a net energy savings to the Authority for the month.

In terms of capital projects, the contractor on Well #5 arsenic removal project (Blooming Glen Contractors) has delivered about 95% of the approved drawings. As to the upstairs office lease, the repair work in the basement (due to water issues) is near completion, so the office renovations can soon move forward again.

With regard to the muffin monster installation, a problem has developed. Earlier in the day, the contractor reported that the muffin monster (and certain Authority equipment/apparatus) had been damaged. It appears that the contractor had installed and successfully tested the muffin monster, but then decided to remove the muffin monster from the pump station wet well. During this process the contractor dropped the muffin monster, damaging both it and certain Authority

equipment/apparatus already in the wet well. Castle Valley has already verbally indicated to the contractor its obligation to repair/replace and/or pay for the damage. A letter to this effect will go out promptly.

With respect to the Blooming Glen Road water line extension, Mr. Groff reports that all stakes have been located and that the curb stops will be installed once the line is charged. Timeline for completion remains questionable, as different personnel for the developer/contractor report different estimates. Progress has slowed to about 50 feet/day.

At Well #3, E&S controls have been installed and the site looks good. Mr. Groff intends to meet with local representatives about potential funding options, given reports of some groundwater issues in the area.

As to current projects, all homes have been connected at Ashland Meadows. Water valve boxes have been adjusted in accordance with maintenance walkthrough. At the Estates at Hilltown (Oskanian), 21 homes are connected (water only) with five (5) homes under construction. The Preserves now has 17 homes connected to water and sewer; Hilltown Walk now has 30 homes connected. With respect to Regency at Hilltown, the developer has finished its internal first phase, but the roadwork (as mentioned earlier) is going slowly. With respect to the Hallmark project at 914 Hilltown Pike, fully executed development agreements have been released to developer's counsel and construction is underway.

Regarding proposed projects, the sewer route for Envision has been finalized and the Authority Manager will meet with Silverdale Borough to discuss removal/replacement of EDUs for the project. There has been no further activity on the Witkowski project (which, due to prolonged inactivity, will now be removed from the staff report). As to the Hallmark development located at 932 S. Perkasio Road (Bethel College Property), the Solicitor has prepared a Fee-in-Lieu Agreement. In this agreement, the developer agrees to pay the Authority a fee-in-lieu equal to water and sewer tapping fees for ten (10) homes that are now to be serviced by Perkasio Borough Authority, plus and estimate two (2) years of water and sewer rents for those ten (10) homes. The Board authorized the Solicitor to release the agreement to developer's counsel for review and comment.

No Executive Session was necessary. Chairman Knipe then called upon Assistant Treasurer Rankin for the monthly Treasurer's Report and review of monthly bills. It was noted that the bills list was higher than normal, due mostly to EDU purchases and significant engineering review (which will subsequently be reimbursed by developers). Following Mr. Rankin's comments and presentation, Mr. Weiss made a motion to approve the Treasurer's Report and payment of bills, which was seconded by Mr. Wright. The motion carried by a 4-0 vote.

There were no escrow releases for the month. There was no Old Business before the Board.

Under New Business, Mr. Groff reported that the Authority has provided PMRS with the Authority's Notice of Plan Participation up to the 4% investment threshold, which meets the 2016 minimum obligation. In addition, Mr. Groff advised that the Authority is constructing a small force main extension along Route 152 to service four (4) existing homes. Further, Mr. Groff reported that Hawkeye's Tavern is interested in tying into the Authority's sewer system, and that the property owner and his contractor are in the process of deciding exactly how they propose to connect. Finally, Mr. Groff reported that a resident driving along Green Street struck a valve box recently installed by the developer. The resident contacted Mr. Groff, who in turn contacted the developer. Mr. Groff also visited the site of the accident and added additional markers to better identify the valve box that was struck.

With nothing further before the Board, Mr. Rankin made a motion to adjourn the meeting at 8:26 P.M., which was second by Mr. Wright. The motion carried 4-0.

Respectfully submitted,



Melvin Wright